



CITY OF GLOUCESTER

Health Department
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Public Health
Prevent. Promote. Protect.

FOOD ESTABLISHMENT PERMIT APPLICATION

Application must be submitted at least 30 days before the planned opening date or 30 days before expiration of license. Fees are non-refundable.

**** ANY PAYMENTS RECEIVED AFTER JANUARY 1ST WILL BE SUBJECT TO A \$50 LATE FEE ****

THERE IS A FEE FOR EACH PERMIT. **CHECK ALL THAT APPLY:**

☐ \$125-RETAIL ☐ \$200-FOOD SERVICE ESTABLISHMENT ☐ \$75-RESIDENTIAL ☐ \$100-CATERING

Length of permit (check one): ☐ ANNUAL ☐ SEASONAL from _____ to _____

Establishment Name: _____ Contact Person: _____

Establishment Address: _____

Mailing Address (if different): _____

Establishment Telephone No: _____ Contact Cell No: _____

Contact Person's Email Address: _____

Person Directly Responsible For Daily Operations (Owner, Person in Charge, Supervisor, Manager, etc.):

Name & Title: _____

Address: _____ (STREET) _____ (CITY) _____ (STATE) _____ (ZIP CODE)

Telephone No: _____ Cell Phone No: _____

Email Address: _____

NAME OF PERSON CERTIFIED IN FOOD PROTECTION MANAGEMENT (Food Service Establishment ONLY)

**** Please include a copy of your ServSafe Certificate and Allergen Certificate ****

Name: _____ Phone No: _____ Certification No: _____

Person trained in Anti-Choking Procedures (if 25 seats or more): YES: _____ NO: _____

District or Regional Supervisor (if applicable):

Name & Title: _____

Address: _____ (STREET) _____ (CITY) _____ (STATE) _____ (ZIP CODE)

Telephone No: _____ Cell Phone No: _____

PLEASE CIRCLE EITHER YES OR NO:

City Water: yes / no Well: yes / no Septic System: yes / no Dumpster: yes / no

Days & Hours of Operation: _____ No. Of Employees: _____

Establishment Type (check all that apply):

- | | |
|---|--|
| <input type="checkbox"/> Retail (_____ Sq. Ft.) | <input type="checkbox"/> Food Delivery |
| <input type="checkbox"/> Food Service- (_____ Seats) | <input type="checkbox"/> Residential Kitchen for Retail Sale |
| <input type="checkbox"/> Food Service- Takeout | <input type="checkbox"/> Residential Kitchen for Bed & Breakfast Home |
| <input type="checkbox"/> Food Service-Institution (_____ Meals/Day) | <input type="checkbox"/> Residential Kitchen for Bed & Breakfast Establishment |
| <input type="checkbox"/> Caterer | <input type="checkbox"/> Frozen Dessert Manufacturer |

Food Operations (check all that apply):

Definitions: PHF - potentially hazardous foods (time/temperature controls required)
 Non-PHF - non-potentially hazardous foods (no time/temperature controls required)
 RTE - ready-to-eat foods (Ex. Sandwiches, salads, muffins which need no further processing)

- ☐ Sale of Commercially Pre-Packaged Non-PHF
- ☐ Sale of Commercially Pre-Packaged PHF
- ☐ Delivery of Packaged PHF
- ☐ Reheating of Commercially Processed Foods for Service Within 4 Hours
- ☐ Customer Self-Service of Non-PHF and Non-Perishable Foods Only
- ☐ Preparation of Non-PHF
- ☐ PHF Cooked to Order
- ☐ Preparation of PHF for Hot and Cold Holding for Single Meal Service
- ☐ Sale of Raw Animal Foods Intended to be Prepared by Consumer
- ☐ Customer Self-Service
- ☐ Ice Manufactured & Packaged for Retail Sale
- ☐ Juice Manufactured & Packaged for Retail Sale
- ☐ Offers RTE PHF in Bulk Quantities
- ☐ Retail Sale of Salvaged Out-of-Date or Reconditioned Food
- ☐ Hot PHF Cooked and Cooled or Hot Held for More Than a Single Meal Service
- ☐ PHF and RTE Foods Prepared For a Highly Susceptible Population or Facility
- ☐ Vacuum Packaging/Cook Chill
- ☐ Use of Process Requiring a Variance and/or HACCP Plan (including bare hand contact alternative, time as a public health control)
- ☐ Offers Raw or Undercooked Food of Animal Origin
- ☐ Prepares Food/Single Meals for Catered Events or Institutional Food Service
- ☐ Other (Describe): _____

I, the undersigned, attest to the accuracy of the information provided in this application and I affirm that the food establishment operation will comply with 105 CMR 590.000 and all other applicable laws. I further certify that my water, sewer and tax bills have been paid to the City of Gloucester.

Signature of Applicant: _____ Date: _____

ID Number if Non-Profit: _____ (No fee required for non-profit)

Print Individual Name and/or Corporate Name: _____

Food Inspector; Rosalee Nicastro
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